

Siskiyou County Superior Court Guidebook For Performance Measurement

File Structure
November 26, 2002

NOTE: To put your binder together (2" binder recommended) all the necessary documents are available here. There is a folder for each tab containing the documents that should be in that section. Some documents were scanned in, the instructions to print that document are included – i.e. 01CriminalmapInfo, which tells you where to go & how to print the 'IMAGING' document. In 'Tab E' there are several surveys that were scanned in. The instructions to these are listed under the first survey scanned in "*Court User "Hearing" Survey*"; the instructions for all on in document "*05-10SurveysINFO*".

Binder Cover & Spine

- Binder Cover
 - (BinderCoverPage 5-31-02) (Word)
- Binder Spine
 - (BinderSpineLabel 5-31-02) (Word)

Tab A – Contents

- Contents Pages
 - (01ContentsPage) (Word doc)

Tab B – Performance Measurement System Implementation

- Implementation Process Description
 - (01Implementation Description) (Word)
- Performance Measurement Initiative Three Year Work Plan
 - (02Implementation 3 yr Plan) (Word)

Tab C – Background and Framework

- Introduction and Contents Overview
- Purpose and Principles of Performance Measurement
- Dimensions of Performance Measurement
- Types of Performance Measures
- The Siskiyou County Superior Court Performance Measurement Framework
 - (01Background & Framework Overview) (Word)
 - (02AFigIII-1PerformanceEval Framework ArrowChart) (Word)
 - (02FigIII-2StrategicDir of Sis Co Sup Ct) (Word)

Tab D – Work Process Performance Measurement Maps

- Criminal Case Processing
 - (01ACriminalmap) (Word)
 - (01BCriminal Case ArrowChart) (word)
- Civil Case Processing
 - (02ACivilmap) (Word)
 - (02BCivil Case ArrowChart) (Word)
- Traffic Case Processing
 - (03ATrafficmap) (Word)
 - (03BTraffic Case ArrowChart) (Word)
- Domestic Violence Case Processing
 - (04ADomViolencemap) (Word)
 - (04BDomestic Violence Case ArrowChart) (Word)
- Drug Court Case Processing
 - (05ADrugcourtmap) (Word)
 - (05BDrug Case ArrowChart) (Word)
- Recruitment and Hiring
 - (06ARecruithiringmap) (Word)
 - (06BRecruit & Hiring ArrowChart) (Word)

Tab E – Data Collection and Analysis Tools

- Performance Measurement Tools Inventory
 - (01Toolsinventory) (Word)
- Focus Group Questions
 - (02Focusquestions) (Word)
- Client Satisfaction Cards
 - (03CommentCardexample) (Word)
- Justice Partner Survey Questions
 - (04ExampleJusticePartnerSurveyQues) (Word)
- Court User “Hearing” Survey
 - (05Survey-Court User Court Hearing) (Word)
- Court User “Other Business” Survey
 - (06Survey-Court User Other Court Business) (Word)
- Attorney Survey
 - (07Survey-Attorney) (Word)
- Jury Exit Survey
 - (08Survey-Juror Exit) (Word)
- Court Staff Survey
 - (09Survey-Court Staff) (Word)
- Judicial Officer Survey
 - (10Survey-Judicial Officer) (Word)
- Data Extraction Templates
 - No current document

Tab F – Information Report Formats

- Performance Measurement Reports Outline
 - (01PerformanceMeasurementReportsOutline) (Word)
- Examples Recruitment and Hiring Report
 - (02RecruitmentHiring Report) (Word)
- Strategic Plan Implications Report
 - (03StrategicplanImplicationsSummary) (Word)
- Priority Project Template
 - (04Priorityprojecttemplate) (Word)
- Budget Change Request
 - (05BudgetChangeRequest) (Word)
- Composite Trends Implications Summary
 - (06Composite Trends Implications Summary) (Word)
 - (06Trends Implications Summary Format) (Word)
- Criminal Case Data Summary
 - (07Criminalstatsummary) (Word)
- Civil Case Data Summary
 - (08Civilstatsummary) (Word)
- Traffic Case Data Summary
 - (09Trafficstatsummary) (Word)
- Domestic Violence Case Data Summary
 - (10DVstatsummary) (Word)
- Drug Court Data Summary
 - (11Drugstatsummary) (Word)

Tab G – Supplemental Materials

- Community Focused Strategic Plan
 - No current document
- Evaluations
 - No current document
- Re-engineering Project Description
 - (03Re-engineeringprojdesc) (Word)